

DUE ON OR BEFORE _____

SPECIAL DISTRICT APPORTIONMENT OF TAXES - _____

**PLEASE READ THE INSTRUCTIONS ON
THE REVERSE SIDE BEFORE MAKING
ANY ENTRY.**

CODE _____

SPECIAL PURPOSE DISTRICT NAME _____

SCHEDULE 1: DETAIL OF SPECIAL ASSESSMENTS AND SPECIAL CHARGES

LINE	IDENTIFY SPECIAL ASSESSMENTS	AMOUNT	IDENTIFY SPECIAL CHARGES	AMOUNT
1				
2				
3				
4				
5				
6	TOTAL (MUST EQUAL LINE 23, COLUMN 4 BELOW)		TOTAL (MUST EQUAL LINE 23, COLUMN 5 BELOW)	

SCHEDULE 2

LINE	MUN. CODE	MUNICIPALITY	PROPERTY TAX LEVY	SPECIAL ASSESSMENTS	SPECIAL CHARGES	DELINQUENT SERVICE CHARGES	TOTAL
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23		TOTALS					

(1)

(2)

(3)

(4)

(5)

(6)

(7)

I hereby certify that the above data are correct to the best of my knowledge

Name_____
Title_____
Date

()

Telephone No.

**ORIGINAL COPY TO DEPARTMENT OF REVENUE
MAKE ONE COPY FOR YOUR FILES**

IMPORTANT INSTRUCTIONS

Please read before completing this statement.

The Department of Revenue will be auditing its property tax records with regard to items to be collected through the tax roll. The Special District Apportionment Sheet (Form PC-505) is provided to assist us in this process.

Schedule 1

Lines 1 through 6 provide a detail of the special assessments and special charges which your special district certified to the municipal clerk(s) to be collected through the tax roll. PLEASE DESCRIBE THE SPECIFIC PURPOSE OF EACH SPECIAL ASSESSMENT AND CHARGE AMOUNT. The TOTAL for special assessments on line 6 must equal the TOTAL on line 23, column 4. The TOTAL for special charges on line 6 must equal the TOTAL on line 23, column 5.

Schedule 2

1. **Property Tax levy** (column 3). The amounts, if any, that your special district certified to the municipal clerk(s) to be levied on the tax roll. The levy would be collected from all real and personal property owners within the district (based on value and a mill rate). **IF NONE, PLEASE ENTER "NONE".**
2. **Special Assessments** (column 4). The amounts, if any, that your special district certified to the municipal clerk(s) to be collected through the tax roll (amounts should include principal and interest). These special assessments could have been imposed originally this year and/or prior years (they could involve, therefore, the installments for more than one year's original special assessments). They are made against property benefiting from municipal work (usually a permanent improvement) and could be based on a certain amount per front foot or a fixed amount per parcel, etc. These special assessments would be collected from the owners of certain described parcels of real estate. **IF NONE, PLEASE ENTER "NONE".**
3. **Special Charges** (column 5). The amounts, if any, that your special district certified to the municipal clerk(s) to be collected through the tax roll. These are the current charges for services. Such services may include sewer, weed cutting, garbage collection, etc. **IF NONE, PLEASE ENTER "NONE".**
4. **Delinquent Service Charges** (column 6). The amounts, if any, that your special district certified to the municipal clerk(s) to be collected through the tax roll (the amounts of such arrears should include any penalties assessed). **IF NONE, PLEASE ENTER "NONE".**

If you have any questions, please call the Bureau of Local Financial Assistance (608) 266-2229 or (608) 266-8618.

Our address is: Wisconsin Department of Revenue
Bureau of Local Financial Assistance
Mail Stop 6-97
PO Box 8971
Madison, WI 53708-8971